



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		ACHARYA JAGADISH CHANDRA BOSE COLLEGE
Name of the head of the Institution		Dr Purna Chandra Maity
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03340015413
Mobile no.		9433628810
Registered Email		info@ajcbosecollege.org
Alternate Email		purnamaityncc@gmail.com
Address		1/1B AJC BOse Road
City/Town		kolkata
State/UT		West Bengal
Pincode		700020
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Shampa Khasnobis
Phone no/Alternate Phone no.	+913340015413
Mobile no.	9830670306
Registered Email	ajcbaiqac2@gmail.com
Alternate Email	shampa.khasnobis@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://ajcboscollege.org/AQAR/AQAR1617.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.ajcboscollege.org/Academic_Calender_2017-18.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C	1.89	2009	29-Jan-2009	31-Dec-2014
1	C	1.83	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC	17-Dec-2013
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
seminar on Value	30-Nov-2017	78

Education/J.C. Bose One and only	2	
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Chemistry/Dr. Ram Mohan Pal	MRP	UGC	2017 730	150000
B.Ed/Dr. Md. Afsar Ali	Major Res Project	ICSSR	2017 730	320000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

6

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

IQAC of this college pays sincere attention for the authentication of the data provided by the incumbent applying for CAS. This year screening of two faculty members have been organised in the college itself, and their respective files have been sent to Department of Higher Education for administrative approval.

Coordinator along with other faculty members visit the Departments and also as and when required by the respective departments

Members of IQAC hold formal meetings and even informally they meet with each other in regular interval to especially monitor the teaching quality and research based work culture of the college.

IQAC in association with the Cell for Gender Sensitization take every initiative for the education and empowerment of woman.

IQAC took the initiative to prepare the programme outcomes, course outcomes and programme specific outcomes of all the courses and programmes offered by the college. In some courses the PO/CO mapping was also done.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Academic Calendar	College Activities, Exam Schedule, List of Holidays
Seminar on Human Resource Managment	Talk by Dr. Santanu Laha, Retired Associate Professor in Physics
Lesson Plan by Teacher	Students informed about teaching beforehand
Up-gradation of College Website	All information to stakeholders made available online
Tutorial and Remedial Classses	Better University results for weaker students
Preparation of Program outcomes and course outcomes	Program outcomes and course outcomes of all the courses offered by the college were prepared
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	02-Sep-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

03-Mar-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules

Admission procedure is totally online.

currently operational (maximum 500 words)

Application forms for admission are uploaded on the website. Selection of candidates is done based on the credit scores calculated on the basis of merit, by the respective Departments. Reserved category students are also selected in the same way as per government rules. Student information is available on the website. All relevant information regarding the College notices and announcements are uploaded on the website. Marks obtained by students at all College Examinations are entered into the college website by the teachers. Fees can be paid online/offline in the bank. Students are notified via text messages about admission and academic issues. Likewise notifications via text messages are also made for staff members. Information is disseminated through college website. The College has an online human resource management system developed indigenously by a Faculty member of the Physics Department. Staff can avail their respective leave record, pay slip and other service related information online. Finance Accounting with bank is conducted online. Ledger records are maintained electronically through Tally. Students evaluate teachers through feedback system and outcomes are evaluated and analyzed.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The College has a mechanism for effective, documented curriculum delivery. However, up-gradation of the syllabus is done at the University level. At the commencement of each academic year, every teacher provides the students with individual lesson plan with schedule for each course. The teachers try to follow the plan so that the student is able to gauge with clarity, what portion of the curriculum will be delivered within the stipulated time frame. These lesson plans are also preserved each year as documentation. Besides traditional lectures and seminars, infrastructure for the use of ICT in classrooms, like power point presentations, smart boards and audio-visual support are all available to make the delivery of the curriculum interesting for the students. Tutorials are held with mentoring and participative learning encouraged. Internal assessment is done transparently with examined scripts shown to students. Inter-personal skills are enhanced through value education.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Biological Science Field Project	39
BSc	Environmental Science Field Work	67
BEd	Excursion and Field Project	50
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Feedback by students of all batches is taken, analyzed and clarified if need be, for quality enhancement in teaching methodology. Observations on general trends are also made. A self-appraisal is prepared by each teacher. Need based intervention by the Principal is made when the Principal meets the teacher concerned behind closed doors and tries to analyse the situation on a one to one basis. Efforts are made to motivate parents to process feedback forms on the College.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	3367	0	27	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
81	20	11	7	1	0
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

There is a tutorial system in some departments where teachers act as academic mentors. The teachers also offer counseling to those seeking personal help. Need-based academic mentoring is also show available where teachers help the students by personally dealing with them.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3367	27	0

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
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38	27	11	2	19
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2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
No file uploaded.				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous evaluation is carried out throughout the year through regular tests, objective tests, projects, student paper presentations, seminars, etc. Some departments take regular, weekly tutorials. Remedial instruction is given to slow learners and challenged students. Midterm tests and Selection examinations help to prepare the students for University Examinations. Corrected answer scripts are shown to the students for scrutiny. The teachers give suggestions and train the students for better scoring in forthcoming examinations by expressing themselves more appropriately in response to questions. Group assessment is conducted by teachers when students are assigned group presentations on curricular and cocurricular, academic topics. The University enables students to apply for reevaluation of University answer scripts.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

As an affiliated college, the Calcutta University calendar is adhered to. In addition to this, an Academic College Calendar is prepared by the Academic Sub Committee and IQAC and printed which contains a list of all the interactive and innovative programmes to be conducted by the college, both at the faculty and student level. Detailed schedules with dates are given for MidTerm and Selection Examination. Students prepare for these examinations accordingly. Each member of the staff and student community receive a copy of the college calendar to enable them to plan for activities.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://ajcbosecollege.org/Course_Programme_outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage
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			final year examination	examination	
No Data Entered/Not Applicable !!!					
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://ajcbosecollege.org/naacsss/administrator/chartjs.php?session=2017-18>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	UGC	280000	130000
Major Projects	730	ICSSR	800000	320000
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
J C Bose One and Only	IQAC	30/11/2017

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Mathematics	1
Statistics	1
Bengali	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Chemistry	6
Mathematics	3
Zoology	3
English	4
B.Ed	3
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	15	4	0	0
Presented papers	7	2	0	0
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
8-Days Special Camp	NSS Unit, A J C Bose College	16	53

Health Check-up Camp	NSS Unit, A J C Bose College	11	52
World environment day	University of Calcutta	2	47
Earn While You Learn	Acharya Jagadish Chandra Bose College	1	53
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Active Citizens : India Pilot Programme	British Copuncil	Master Facillitators Workshop	1	21
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
15	14.2

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Classrooms with LCD facilities	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Web based	Partially	indigenous	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13559	4151832	419	94961	13978	4246793
Reference Books	864	216926	0	0	864	216926
e-Books	91000	0	3044000	5750	3135000	5750
e-Journals	6000	0	0	0	6000	0
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	55	13	55	5	0	15	35	150	0
Added	20	10	20	10	0	3	7	0	0
Total	75	23	75	15	0	18	42	150	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

150 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3	241744	5	441414

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The piling and capping for the second phase of construction of the new college building was completed through e-tendering through Govt of West Bengal portal. The Upgradation of the computer systems is generally done on quarterly basis. To fulfill the emergency demands, individual system upgradation is carried out keeping in mind the need for update, deployment and maintenance of the computers in the institution. Hardware and Software maintenance of computers and accessories, laptop projectors, CCTV and biometry are done by Speed Computer and Services through renewable Annual Maintenance Contracts. The elevator Annual Maintenance Contracts(AMC) is with Thyssen krupp Elevator Company. .Website maintenance is done indegenously. , Biometric system is with Speed Computers. The Aqua guards are maintained through AMC by Eurrka Forbes. Library is maintained by Security Solutions AMC of KOHA software.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Freeship	29	144000
Financial Support from Other Sources			
a) National	Kanyasree Prkalpa	27	675000
b) International	none	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	Aptitude Test by Career launcher	70	0	61	0
2017	Vishnu Solutions India	0	17	1	1
2018	Tata Consultancy Services	0	97	0	17
2018	Endevour	0	30	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	6

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Tata consultancy Services	97	17		0	0
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	6	B.Sc (Hons)	Physics	University College of Science, Kolkata	M.Sc
2017	1	B.Sc (Hons)	Chemistry	Rabindra Bharati University. Kolkata	M.Sc

2017	1	B.Sc (Hons)	Chemistry	Hari Singh University, Sagar , MP	M.Sc
2017	1	B.Sc (Hons)	Chemistry	Pondichery	M.Sc
2017	1	B.Sc (Hons)	Chemistry	Central University of Gujrat, Gandhinagar	M.Sc
2017	1	B.Sc (Hons)	Chemistry	University College of Science, Kolkata	B. Tech
2017	2	B.Sc (Hons)	Mathematics	University College of Science, Kolkata	M.Sc
2017	1	B.Sc (Hons)	Chemistry	Barasat state University, West Bengal	M.Sc

No file uploaded.

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	College	363
Cultural	College	54
No file uploaded.		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student representation in administration is achieved through student membership in the Governing Body as well as in the IQAC. The student representative can voice their views and opinions and other related student matters in the respective meetings. The Student Council is very active and responsible for all student activities throughout the year. They also act as the liason between the Principal, faculty and the student body as a whole. They sit in at meetings and

their suggestion are given due consideration.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization The institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system. 1. Principal Level Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers council. 2. Faculty level Faculty members are given representation in various committees/cells nominated by the Teachers council, in the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees which have been nominated by Teachers' Council (2017-2019) Participative management The institution promotes the culture of participative management at the strategic level, functional level and operational level. ? Strategic level: The Principal, governing body, Teachers council and the IQAC are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc ? Functional level: Faculty members share knowledge among themselves, students and staff members while working for a committee. Principal and faculty members are involved in joint research and have published papers ? Operational level: The Principal interacts with government and external agencies faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, co- and extracurricular activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type

Details

Admission of Students	Admission of Students: The procedure for online admissions was refined. Information from application forms for admission was used for the filling up of University Registration and Examination Forms. The admission procedure was speeded up and involved all staff members.
Human Resource Management	Human Resource Management Online HRMS designed and implemented indigenously. All staff can have access to information regarding leave, and other service record, online, through individual login password.
Examination and Evaluation	Continuous internal assessment is conducted by each department to evaluate the students. Test examinations for general and Honours subjects are organized by the institution prior to the university exams under annual system. This ensures the screening of students to appear in the university examinations.
Curriculum Development	The Institution implements the Syllabus and Curriculum of University of Calcutta, Kolkata. Since the college is affiliated to this University, there is no scope of development of curriculum on its own.
Teaching and Learning	Although chalk and talk method is the most conventional method used in the classrooms for teaching, especially in Humanities and Commerce Departments, presently teachers are actively using laptops and LCD projectors in the classrooms to make the teaching learning process more interactive. Class room experiments are also demonstrated for the students for better understanding. Some departments use different academic softwares to ensure advanced learning process. Internet access is provided to students under the supervision of teachers. Remedial classes are organized for the students. Students are encouraged to follow several educational videos available online for better understanding. The learning process is further enriched by Departmental seminars, projects, quiz competitions etc. by each department.
Research and Development	Basic laboratory facilities and necessary equipment are provided as far as possible to the faculty members to carry out the research projects. The Research Cell holds regular meetings

	and programmes and presentations to broaden the academic perspectives through presentations of research done by students and faculty.
Library, ICT and Physical Infrastructure / Instrumentation	Recently, efforts are being made to introduce KOHA software to archive the study materials present in the central and seminar libraries.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Egovernance in areas of operations: Planning and Development There is a Building Committee with members from faculty, an architect, an engineer, contractor, teachers and office staff to assist with the planning and execution of vertical extension of the college, planning for infrastructure associated with the new wing.
Administration	Administration MIS is in place. The website displays notices before admission. As admission is carried out online all information regarding it is published from time to time on the college website. Most of the Accounts documentation and student information is digitally maintained, likewise.
Finance and Accounts	Financial planning and implementation involves the participation of teachers and nonteaching staff. Every grant to the college is discussed in meetings. Budgets for each department at the beginning of the academic year also form part of the discussions. The Library committee prepares and plans for the book budget with individual departments. TALLY is used to maintain office accounts. Student Support: The Student Council liaison between the students and the staff. Academic support is provided to weak students. The Library welcomes students for reference and study. Books are also made available to students through the Departmental libraries. Student's Health Home. Financially challenged students receive full or half fee waiver depending on the financial condition of the incumbent. The Freeship committee selects candidates on the basis of their application and after personally meeting the incumbents
Examination	College conducts internal assessment of students according to the university guidelines. Class tests/surprise tests,

	student seminars, interactive sessions, practical examinations, debates etc are conducted by departments to evaluate the students.
Student Admission and Support	Student Admission and Support Applications are submitted for admission to different courses through the online admission portal. Merit list is prepared and uploaded by fully computerized system. E-mail ids and contact numbers of all members of Anti Ragging Committee, Anti Ragging Squad and Internal Complaints Committee have been uploaded to the college website and students can communicate to the members through e-mail

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme , Academic Staff College University of Calcutta	3	30/01/2018	26/02/2018	28
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	4	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Cooperative Credit Society	Cooperative Credit Society	Students Health Home free membership

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Financial planning and implementation involves the participation of teachers and nonteaching staff. Every grant to the college is discussed in meetings. Budgets for each department at the beginning of the academic year also form part of the discussions. The Library committee prepares and plans for the book budget with individual departments. TALLY is used to maintain office accounts. Student Support: The Student Council liaison between the students and the staff. Academic support is provided to weak students. The Library welcomes students for reference and study. Books are also made available to students through the Departmental libraries. Student's Health Home. Financially challenged students receive full or half fee waiver depending on the financial condition of the incumbent. The Freeship committee selects candidates on the basis of their application and after personally meeting the incumbents/

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

6751551

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	
Administrative	No		No	

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

College believes in the academic, social, moral and cultural development of students by acquiring inputs from all stakeholdersinteractions of teachers with parents during parent-teacher meetings of different departments come up with new suggestions related to the overall development of the students. Teachers have been able to communicate with parents to prevent early marriages and other prejudices related to the drop-out of girl students. This has resulted in the increase in overall percentage of girl students in the college specially from minority section. Faculty members maintain attendance record of students. If a student shows poor attendance, then parents are informed about the same by faculty members and Principal and subsequently meetings are arranged by the

college authority with the parents. In almost all cases, parents provide essential support and care to ensure proper attendance of their ward.

6.5.3 – Development programmes for support staff (at least three)

No such programme was held during this session

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Construction of two new smart classrooms has been completed and teaching-learning process has started in these two smart classrooms. In the current academic session 4 faculty members have participated in different faculty improvement programmes. One of them is Chaitali Kundu of the teacher Education Department who is doing her Ph. D under the Faculty Development programme of UGC. All departments have been provided new computers and printers to increase the use of ICT enabled teaching and learning. Computer-aided methods are now used by majority of the departments to deliver lectures.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Scrutiny and forwarding the applications for promotion under career advancement scheme of full time teachers to the competent authority	09/08/2017	02/08/2017	10/08/2017	6
2018	Uploading of college data to the Management Information system (MIS) portal of MHRD, Govt. of India	28/02/2018	20/02/2018	28/02/2018	2

No file uploaded.

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Womens Day	08/03/2018	08/03/2018	43	31

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The initiative has not yet been taken as the construction of the nrw college building is underway,

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	Yes	2
Ramp/Rails	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Teachers make the students aware by making them switch off lights and fans before leaving the classroom. Environmental awareness campaigns by organizing seminars under NSS Unit Department of Botany and Zoology conduct field work and study tours to create awareness and conservation of biodiversity among the students. Students prepare projects on "Environmental Science" as a part of their course curriculum on different environmental issues such as air, water, land and sound pollution, solid waste management, ecosystem and biodiversity.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice -1 Title of the practice : Financial assistance to the underprivileged students Goal: To ensure higher education for financially challenged meritorious students. Hence the noble objective of this scheme is to
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provide financial support to all deserving poor students without any discrimination of caste, creed or gender. The Context : A close study of the profile of students revealed that a large number of them come from rural or semi urban areas of low economic background. Such students who are below poverty level or whose family income is not adequate enough to allow them to pursue higher education may benefit from this scheme. The Practice: The College invites applications from the students with requisite documents (e.g their ID card, proof of their family income, BPL card etc.), which are in turn forwarded to the Freeship Committee under the guidance of the IQAC. After careful scrutiny of all the applications and verification of the enclosed documentary evidence, the committee enlists the eligible candidates based on their University results and family income. Thus depending on the above factors, the 2nd and 3rd year tuition fees of the eligible applicants are partly or fully waived. Evidence of Success : The College is thus trying to ensure higher education to students (irrespective of caste creed or religion) who cannot afford it financially, hence paving their path for a better future. Problems Encountered and Resources Required : The college has its limitations as it cannot consider all applications. Dearth of funds is the primary impediment in this regard. Best Practice -2 Title of the practice : A. J. C. Bose college Employee's Cooperative Credit Society Goal: The cooperative was initiated to provide ready financial assistance to the staff of the college as and when required. The Context : The financial requirement (maximum Rs.500,000) of any staff can be met within a very short period of time without much formalities and also at a much lower rate of interest than any bank or outside agency. The Practice: Apart from other rules and regulations an employee of the college has to make a one-time deposit of a fixed amount as share capital in the cooperative account. Additionally, the employee of the college has to deposit a nominal amount around Rs 500, every month as thrift fund and in turn becomes eligible to get a loan of maximum Rs 500000 which is payable by EMI (which is deducted from their salary account) over 90 months. The Cooperative is registered under the West Bengal Cooperative Registration Act and the accounts are audited every year by Govt. appointed Auditors. Evidence of Success : A good number of employees are being benefitted by this staff welfare scheme. Problems Encountered and Resources Required : The cooperative is run and maintained by the Board of Directors (who are employees including teachers and support staff , elected every 6 years). Due to constraint of academic activities the board of directors have difficulty in holding meetings on a regular basis. Contact person: The Principal Name of the Principal : Dr.Purna Chandra Maity Name of the Institution : Acharya Jagadish Chandra Bose College City : Kolkata Pin Code : 700020 Accredited status : NAAC accredited in 2016 Work phone : 03322825181 Website :www.ajcbosecollege.org Mobile : 09433343919 Fax: 03322821362 E-mail- info@ajcbosecollege.org

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://ajcbosecollege.org/Best_Practice_17-18.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The College entered into its 50th Year on 10th August 2017, and the flag-off for the year long Golden Jubilee Celebrations started with a colourful Prabhat pheri (Morning Procession) The students teachers, support staff and alumni - one and all took part in the procession. The college provides a perfect platform to students to develop their innovative skills by promoting a research based teaching and learning process. Teachers always encourage students to understand topics through research minded approach, which ensures better

understanding and provides strong foundation for their future academics. Faculty members are appointed through College Service Commission(CSC), which ensures high quality of teachers, thus providing quality education to the students. The college provides Freeship (through Freeship Policy) to financially challenged students. Apart from academic excellence, the college also pays sincere attention to the physical, moral and cultural development of students. Students have performed quite well in sports tournaments in the year 2017-2018. College also actively encourages the organization of moral and cultural events such as Basanta Utsab, Rabindra Jayanti etc. Since the college is named after J,C, Bose , the college solemnly observes his birth anniversary on 30th November every year by conducting a Memorial lecture delivered by an academically renowned personality.

Provide the weblink of the institution

<http://www.ajcbosecollege.org>

8.Future Plans of Actions for Next Academic Year

The second phase of Construction of the new college building to continue. Organization of workshop, seminar and job oriented services by the Career Counselling and Placement Unit. Organization of seminar and workshop by the IQAC to promote the quality improvement strategies in teaching-learning, research, extension related and co-and extracurricular activities. Complete digitization of the college library is also under consideration. Online feedback system is planned to be introduced from the academic session 2019-2020, the results of which will be analyzed by the IQAC. The college also aims to sincerely address the issues highlighted in the feedback reports. Organization of workshop for E-content development at a larger scale and duration to promote the use of E-resources among all faculty members. The use of Learning Management System (LMS) for regular teaching, learning and evaluation related activities by maximum number of teachers will be encouraged .